

The following must be completed by the Service Project Officer and returned with the draft and floppy (WP5.1 or higher) of the agreement. Please be advised that if this information is not provided with the acquisition request package all documents will be returned to the requesting activity for completion and re-submittal. To avoid any such delays in the processing of the agreement please be certain that all requested information is provided in sufficient detail.

## PROJECT OFFICER'S QUESTIONNAIRE

- 1. To what extent was the availability of assistance funding publicized? (Many Federal agencies announce their programs in such ways as in-house publications, agency announcements, <u>Commerce Business Daily</u> synopses, periodicals which serve the client population, the <u>Federal Register</u>, and the <u>Catalog of Federal Domestic Assistance</u>).
- 2. Why was the Grantee/Cooperator selected? (For example, what particular qualities does the grantee/cooperator have to do this work?). To what extent was competition considered or sought in the selection process?

3. If the agreement is to be a cooperative agreement explain the nature of the anticipated substantial involvement. Why is the substantial involvement necessary?

- 4. Explain why the project or activity to be done under the Grant/Cooperative Agreement entails a relationship of <u>assistance</u> rather than one of ordinary procurement.
- 5. What will be the public benefit derived from providing funding for this project?



6. Which law or laws authorize granting of assistance for performance of this project or activity? It is important to note that the Fish and Wildlife Service does not have inherent authority to give away Federal funds in the way of assistance, either directly or by the release of vested rights, to benefit someone other than the Government. This authority must be specifically authorized by Congress. Many authorizing acts of Congress may give authority to provide assistance but the authorization may be limited to specific groups or programs. For this reason you must document not only the authorizing statute but also identify the paragraphs in the statute that give the Fish and Wildlife Service the specific authorization to provide assistance to the type of organization or program that you intend to fund.

7. How was the determination made that the costs are accurate and proper? Please provide a statement that the proposed costs have been reviewed and appear to be reasonable in relation to the effort being proposed.



